



**City of  
WOODSTOCK**  
Building & Zoning Department  
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Woodstock, Illinois 60098

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## **REQUIREMENTS FOR DECKS AND PORCHES**

A building permit is required for all decks and porches. Deck and porch design and specifications must meet the requirements of the International Residential Code, as well as applicable sections of the Woodstock City Code and Woodstock Unified Development Ordinance.

Individual subdivision covenants may have special requirements and restrictions in addition to those adopted by the City of Woodstock. It is up to the property owner to determine if covenants exist and how they impact the construction of a deck or porch.

### **PERMIT APPLICATION**

The permit process begins with the submittal of a completed permit application form. Information such as the property owner, address, and cost of construction is required on the application. The following plan submittals are also required:

- Two copies of a plat of survey or a site plan drawn to scale with accurate dimensions, depicting:
  - The location and dimensions of the deck or porch.
  - The distance of the existing residence and the proposed deck or porch from the lot lines.
  - The location of any easements on the property, and the location of any underground or above ground utilities.
  - Two copies of deck or porch pier and framing details.

Every effort is made to review plan submittals within ten (10) working days of when a complete application with all required information is submitted. The permit applicant will be contacted by the City if additional information is needed, if corrections to the plans are necessary, or when the permit is ready to be issued. Permit fees are paid at the time the permit is ready to be issued. The permit fee is forty dollars (\$40.00). If electrical work is proposed, a separate electrical permit and fee is required.

### **SETBACKS**

- An open, unenclosed, or uncovered deck or porch which is no greater in height than the finished first floor elevation of the principal structure, must be situated at or behind the front yard setback line or the side yard abutting a street setback line, and at least five (5) feet from the side and rear lot lines.
- A covered or enclosed deck or porch, or a deck or porch which is greater in height than the finished first floor elevation of the principal structure, must meet the same setbacks required of the principal structure. Setbacks for a principal structure vary by zoning district.
- Unenclosed steps or stairs to a dwelling must be at least three (3) feet from a side or rear lot line and may not encroach more than seven (7) feet into a required front yard.

- Decks shall not be located in any easements.

### **PLAN REVIEW COMMENTS**

The following information is required as part of the required building plan submittal.

- The type and depth of piers.
  - The minimum depth is forty-two inches (42").
  - Piers must be sized to carry superimposed loads.
  - If a screen room is to be constructed at any time in the future, piers may have to be larger or spaced closer together.
  - Holes must be ten (10) inches wide, and must be inspected and approved prior to pouring concrete.
- The exterior finish of the principal structure (brick, stucco, siding, etc.).
  - If the deck or porch is attached to the principal structure, the method of attachment must be provided.
  - Joist hangers must be installed only with the use of approved joist hanger nails.
- The overall dimensions (height, depth, and width) of the deck or porch.
- Information regarding post and beam locations and dimensions.
  - The beam span between posts and the clear span of joists shall also be included. See the attached span chart for additional information.
- Nominal lumber sizes of all joists, and type and direction of decking.
- Location of basement window wells. Basement escape windows cannot be covered or blocked, unless the location of the deck or porch allows the emergency escape window to be fully opened and provides a path not less than thirty-six inches (36"0 in height to a yard or court.
- Height above grade. Guard rails are required on all decks and porches thirty inches (30") or more above grade.
- Stair detail, including width, tread depth, and riser height.
  - Stairways shall not be less than three feet (3') wide.
  - The minimum clear tread depth is ten inches (10"0 and the maximum riser height is seven and three-quarter inches (7 and ¾").
- Hand rail and guard rail details.
  - Handrails of proper grip size are required on one side of stairs, four or more risers in height.
  - The minimum height of stair handrail is thirty-four inches (34) and the maximum height is thirty-eight inches (38").
  - Guard rails are required when a deck floor is more than thirty inches (30') above the adjacent grade.
  - Guard rails shall be a minimum of thirty-six inches (36") high with a maximum spacing between the balusters or vertical posts of four (4") inches so that an object four inches (4") or larger cannot pass through them.
  - Guard rails shall not be installed in a manner that creates a ladder-like effect.

## **SCREEN ROOMS AND THREE SEASON ROOMS**

A screen room or three season room has different setback requirements than a typical deck or porch. Be sure to verify that any deck or porch will be located and structurally designed and sized to accommodate any future plans you may have to convert it to a screen room or three season room.

## **REQUIRED INSPECTIONS**

Inspections should be scheduled at least 24 hours in advance by calling the Community & Economic Development Department at 815-338-4305. You will need to provide us with the address of the inspection, type of inspection, and date and time when the inspection is needed.

Two (2) inspections are required:

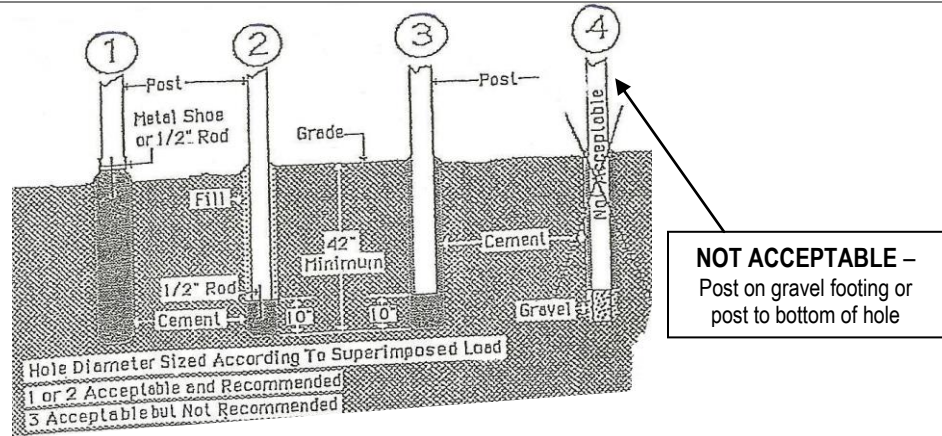
- Pier or footing inspection, after the holes are dug, but prior to pouring concrete.
- Final inspection, after the deck or porch is completed. However, the final inspection should be completed prior to the installation of any proposed skirting or screening.

## **UTILITY LOCATIONS**

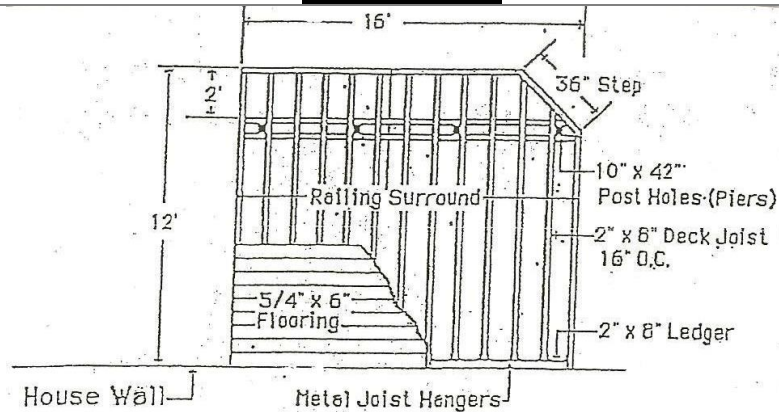
Contact J.U.L.I.E. in order to determine the location of any underground utilities and before you dig on your property. You should call J.U.L.I.E. at 811 (except on Saturdays, Sundays, and holidays) at least 48 hours before doing any digging.

For additional information or if you have any questions,  
contact the Building & Zoning Department at  
815-338-4305 and ask for a building inspector.

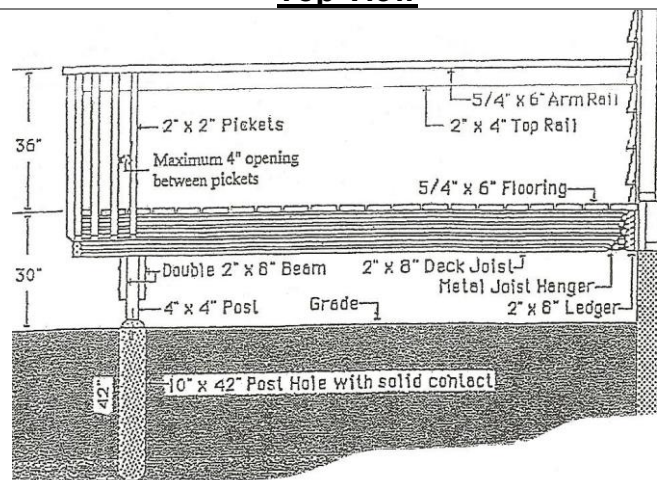
This is an example of the type of information typically needed for issuance of a building permit.



**Footing View**



**Top View**



**Side View**

## POST SPACING

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